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SPECIAL BULLETIN

O F F I C E O F T R A I N I N G

No. 11-71

To: All Training Officers of the Agency

LANGUAGE INSTRUCTORS NEEDED

The Language School, OTR, has an immediate need for instructors in the Before-and-After-Hours Language Training (BAHLT) Program. BAHLT currently includes first-year and second-year basic courses in French, German, Russian and Spanish. The program will begin 13 September 1971 and will end 30 June 1972. There will be a two-week break for the Christmas holidays.

Morning classes will be held Tuesday through Friday from 0715 to 0830 hours, and evening classes will meet Monday through Thursday from 1700 to 1815 hours, or, in some cases, three days weekly from 1700 to 1840 hours. Overtime pay has been authorized for instructors.

Qualifications for instructors include a tested proficiency of at least 4 (High) in the Language and experience in teaching a foreign language. Instructors will be required to take the Instructor Training Course given by the Language School which features prescribed methods of instruction.

Applications to instruct in BAHLT are to be addressed to the Chief, Language School, OTR, 401 Chamber of Commerce Building (formerly Kenwood Building) and should include the full name of the applicant, office or division of assignment, extension, language(s) in which he is qualified, his highest level of education, major subjects (if college level), and teaching experience.

Further information may be obtained by calling
[REDACTED] Language School, OTR, extension 3271.

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